



## College Sponsored Extracurricular Activity Class Absence Notification Form (Not Athletics)

Course Title: \_\_\_\_\_

**Absences due to College Sponsored Extracurricular Activities (e.g. seeing a performance elsewhere)** “Davidson College policies require that schedules for athletic and other college sponsored extracurricular activities may not require any student to miss more than three Monday/Wednesday/Friday, two Tuesday/Thursday, or two Monday/Wednesday classes or laboratories” (Academic Regulations). The Educational Policy Committee (EPC) reviews extracurricular class absence requests each year to ensure compliance with the regulations.

### Division of the Day

In 1992, the Davidson College faculty discussed the College Daily Schedule with the aim of providing students with access to the full College experience without scheduling conflicts. The faculty determined that on weekdays, from 8:05 am to 4:20pm, academics are a student’s top priority; during that time, students should not be asked to compromise academic work for conflicts related to athletics. In addition to classes, the period between 8:05am and 4:20pm should be reserved for meetings with professors, visits to the writing or tutoring centers, and the like. On weekdays after 4:20pm, students should be free to be able to take full advantage of all College activities, including athletics, music ensemble and theatre rehearsals, and club meetings.

Name: \_\_\_\_\_

Extracurricular Activity: \_\_\_\_\_

Faculty/staff member’s name and contact info: \_\_\_\_\_

I will miss your class on the following dates for an extracurricular activity (two TR or three

MWF): 1: \_\_\_\_\_

2: \_\_\_\_\_

3: \_\_\_\_\_

**As the student completing this form, I acknowledge that I am responsible for materials or assignments occurring during my absence. I will notify my professors of any changes to the schedule.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **FAQS**

**I have to miss some classes (already approved by the faculty's Educational Policy Committee) during the semester. What should I do?**

Give this paper to your instructors during the first week of class. Review your syllabi to determine important assignments and deadlines. Follow-up with your professors when it gets closer to the missed days to determine if there is work you need to complete in advance.

**Can I attend a class remotely to avoid an absence while traveling for an extracurricular activity?** No.

**How do absences approved by the Educational Policy Committee intersect with other absences I may have during the semester?**

The Academic Regulations state, "A student who is absent from more than one-fourth of the course meetings scheduled by the instructor shall be assigned a grade of F, unless the instructor specifies a different policy at the beginning of the course." Extracurricular activity absences count toward the "one-fourth of course meetings," so you should attend class at all other times unless you are ill or have a serious personal conflict.

**How will missing class and coursework for my extracurricular activity affect my grade?** It's your responsibility to complete any required work for a particular class meeting, but the professor will not deduct participation points for a day that you are required to be absent for your extracurricular activity. Knowing that you will be absent for your extracurricular activity, keep in mind that your participation when you *are* in class will count more. You can also ask your professor for further guidance.

**For questions beyond what is covered in this form, please connect with your faculty/staff members involved.**